

Message

From: Breen, Barry [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=1B44BCE1A71E4A95ACAF82F2FBC858B0-BBREEN]
Sent: 1/19/2021 2:22:48 AM
To: Brooks, Becky [Brooks.Bekky@epa.gov]
Subject: for Tuesday morning // Barry asking for your help /// FW: Review Requested: Items Requiring Immediate Awareness/Attention - January 21-29, 2021
Attachments: DAA.DRA.Review.ActionsRequiringInitialSeniorAttention01.15.21 (005).docx

Three things from Barry:

1. I should try to respond to this myself if possible. I can't think of anything from OLEM to add, for the time frame between now and Jan 29. Would you please see if you can think of anything to add to the attached list, and also compare it to our calendar, and then would you text me with what you think?
2. I am fine with us sending the OD-approved updated transition papers and hot issues one-pagers forward to Wes, once you are ok with them yourself. When/if that is so, would you forward them on our behalf to Wes and the others, and cc me?
3. I am up to date on all the inauguration and preparedness emails as of 9:00 pm Monday 1/18. So during the day tomorrow, would you please text me whenever you see anything come in on the inauguration after 9 pm Monday Also, so you know the latest on my schedule: I will be leaving my house right after the 3:00 OLEM senior staff meeting. I'm hoping to be in the meetings during the day until then.

Thank you for all you are doing – it makes a huge difference that you are covering so much.

B.

From: Bertrand, Charlotte
Sent: Monday, January 18, 2021 10:56 AM
To: Career Deputy Assistant Administrators <Career_Deputy_Assistant_Administrators@epa.gov>; Leadership_Deputy_Regional_Administrators <Leadership_Deputy_Regional_Administrators@epa.gov>
Subject: Review Requested: Items Requiring Immediate Awareness/Attention - January 21-29, 2021

Colleagues,

Thank you so much for all of the work on putting together the information for the transition. Wes, Nancy, OP (Helena and Bill Nickerson), Robin Tyree and I reviewed the 100 day calendar to identify actions that may require awareness or a decision from an Acting Administrator or their designee from January 21-29.

We'd appreciate it if you could review the attachment to be sure we have captured every item and that nothing from your Region or NPM has been overlooked.

If something is missing that should be added, please reply to me, Wes Carpenter, and Robin Tyree ([\(tyree.robin@epa.gov\)](mailto:tyree.robin@epa.gov) (202) 564-6587) as soon as possible with updated information no later than Wednesday morning (10am).

If you have any questions, please feel free to contact me. Hope you all are enjoying your weekend. Thanks again.

Best,
Charlotte